

**UNITED STATES COURT OF APPEALS  
FIFTH JUDICIAL CIRCUIT - LIBRARY SYSTEM  
GUIDE TO LIBRARY SERVICES  
Revised 12/2010**

The Fifth Circuit Library System consists of the headquarters library in New Orleans and ten branch or "satellite" libraries throughout Louisiana, Mississippi, and Texas. Satellite librarians may serve a wide area including remote locations within their district. A list of satellite librarians and their respective territories is provided at the end of this document. If a satellite librarian directly serves your location, you may consult that librarian for your library needs. If you are not directly served by a satellite librarian, or if that librarian is unavailable, call the headquarters library in New Orleans.

The library system serves all federal court personnel throughout the fifth circuit. The majority of library services go to judges and their staff in the maintenance of chambers libraries and assistance with legal research and reference materials.

**HEADQUARTERS LIBRARY  
NEW ORLEANS  
LIBRARY PUBLIC SERVICES  
Phone (504) 310-7797  
FAX (504) 310-7578  
8:00 a.m. until 5:00 p.m., Monday through Friday**

The public services department of the library system serves the judicial staff throughout the circuit in addition to the local bar and general public. The major function of our information professionals is to provide expert legal research and reference services. Another public service function involves the coordination of Computer-Assisted-Legal-Research (CALR).. Fifth Circuit librarians also have expertise in using non-legal resources, such as OCLC, PACER, internet and intranet resources, and the library's online catalog. The public services department is also responsible for compiling and maintaining the Fifth Circuit archives.

The Library's web committee works closely with Library Systems Manager to make sure electronic information resources are updated and accessible to court researchers. Reference librarians compile many current awareness resources to court staff and the public, such as "Fifth Circuit in the News" and the library blog.

You can access the library's public internet site at <http://www.lb5.uscourts.gov>.

## **HISTORY OF THE JOHN MINOR WISDOM UNITED STATES COURT OF APPEALS BUILDING**

In addition to maintaining the Fifth Circuit Archives, the public services division updates and distributes a history of the magnificent courthouse building at 600 Camp Street. A copy of this document is available on both the internet and intranet pages under *History of the Fifth Circuit*. This section also has links to biographies of judges and the Fifth Circuit Archives collection.

Also reprinted on the intranet site is "A Historical View of the John Minor Wisdom Court of Appeals Building" by former Deputy Circuit Librarian Michael R. Smith. The article was featured in the May 2002 issue of the *Louisiana Bar Journal*.

The Circuit Executive's Office, in conjunction with the Public Buildings Service section of the General Services Administration, recently produced an impressive brochure entitled "John Minor Wisdom United States Court of Appeals Building." For information about the brochure contact the Circuit Executive's office at (504) 310-7777

## **CIRCUIT LIBRARY BUSINESS PLAN**

This business plan describing existing and future library services was presented by the Circuit Librarian at the 1999 Fifth Circuit Judicial Conference in Houston. The plan describes existing library operations as well as future projections. The updated plan is currently available in the publications section of the intranet and internet sites.

## **PUBLIC ACCESS TERMINALS**

Computer systems are located in all libraries of the Fifth Circuit for court staff to use. The terminals provide access to free internet, and word processing. If you are a law clerk in New Orleans for court, and you didn't bring your Westlaw or LEXIS I.D. with you, ask the reference librarian for a temporary I.D. The headquarters library and the Houston satellite library also offers free Lexis-Nexis to members of the Fifth Circuit bar.

**LIBRARY SYSTEM PERSONNEL**

**NEW ORLEANS HEADQUARTERS LIBRARY**

**600 Camp St., Room 106**

**New Orleans LA 70130**

**Library Public Services / Administration**

**Phone: (504) 310-7797 FAX: (504) 310-7578**

**Charles Pearce, Circuit Librarian**

**[Charles\\_Pearce@ca5.uscourts.gov](mailto:Charles_Pearce@ca5.uscourts.gov)**

**Kay Marlowe, Administrative Supervisor**

**[kay\\_marlowe@ca5.uscourts.gov](mailto:kay_marlowe@ca5.uscourts.gov)**

**Amy Hale-Janeke, Head of Reference**

**[amy\\_hale-janeke@ca5.uscourts.gov](mailto:amy_hale-janeke@ca5.uscourts.gov)**

**Peggy A. Mitts, Librarian**

**[peggy\\_mitts@ca5.uscourts.gov](mailto:peggy_mitts@ca5.uscourts.gov)**

**Todd R. St. Pé, Catalog Librarian**

**[todd\\_st\\_pe@ca5.uscourts.gov](mailto:todd_st_pe@ca5.uscourts.gov)**

**Brent Hightower, Librarian**

**[brent\\_hightower@ca5.uscourts.gov](mailto:brent_hightower@ca5.uscourts.gov)**

**Paul Wallace, Library Systems Manager**

**[paul\\_wallace@ca5.uscourts.gov](mailto:paul_wallace@ca5.uscourts.gov)**

**Loren Kerr, Support Specialist**

**[loren\\_kerr@ca5.uscourts.gov](mailto:loren_kerr@ca5.uscourts.gov)**

**Library Technical Services**

**Phone: (504) 310-7798**

**FAX: (504) 310-7582**

**Anne G. Middleton, Head of Technical Services**  
[anne\\_middleton@ca5.uscourts.gov](mailto:anne_middleton@ca5.uscourts.gov)

Todd R. St. Pé, Catalog Librarian  
[todd\\_st\\_pe@ca5.uscourts.gov](mailto:todd_st_pe@ca5.uscourts.gov)

Gerard La Tulippe, Property and Procurement Administrator  
[gerard\\_latulippe@ca5.uscourts.gov](mailto:gerard_latulippe@ca5.uscourts.gov)

Victor L. Buccola, Librarian  
[victor\\_buccola@ca5.uscourts.gov](mailto:victor_buccola@ca5.uscourts.gov)

Robert Clymer, Technical Services Librarian  
[robert\\_clymer@ca5.uscourts.gov](mailto:robert_clymer@ca5.uscourts.gov)

## **SATELLITE LIBRARIES PERSONNEL**

### **LOUISIANA**

**BATON ROUGE** (225) 389-0595 FAX 382-2191

**Maralena Murphy, Librarian**

[maralena\\_murphy@ca5.uscourts.gov](mailto:maralena_murphy@ca5.uscourts.gov)

Russell B. Long Courthouse and Federal Building

777 Florida Street, Suite G-76

Baton Rouge, Louisiana 70801

Serving all cities in the Middle District of Louisiana. Open to attorneys admitted to practice before the Middle District of Louisiana.

**LAFAYETTE** (337) 593-5240 FAX 593-5242

**Sheree Harper, Librarian**

[sheree\\_harper@ca5.uscourts.gov](mailto:sheree_harper@ca5.uscourts.gov)

800 Lafayette St., Suite 5300

Lafayette, Louisiana 70501

Serving Lafayette, Opelousas, and Lake Charles in the Western District of Louisiana.  
Open to the public.

**SHREVEPORT** (318) 676-3230 FAX 676-3231

**Marian Drey, Librarian**

[marian\\_drey@ca5.uscourts.gov](mailto:marian_drey@ca5.uscourts.gov)

300 Fannin St., Suite 5012  
Shreveport, Louisiana 71101-6305

Serving Shreveport, Alexandria, Monroe, and assisting officers in Texarkana and Marshall. Open to members of the local bar and individuals representing themselves in federal court.

## MISSISSIPPI

**GULFPORT** (228) 563-1715 FAX 563-1718

**Julie Capuano, Librarian**

[julie\\_capuano@ca5.uscourts.gov](mailto:julie_capuano@ca5.uscourts.gov)

Serving Gulfport and Hattiesburg in the Southern District of Mississippi.  
Open to the public.

**JACKSON** (601) 965-4665 FAX 965-4081

**Rosemarie Tominello, Librarian**

[rosemarie\\_tominello@ca5.uscourts.gov](mailto:rosemarie_tominello@ca5.uscourts.gov)

245 E. Capitol Street, Room 204

Jackson, Mississippi 39201

Serving Jackson, Vicksburg, and Meridian in the Southern District of Mississippi, and Aberdeen, Oxford, and Greenville in the Northern District of Mississippi.

Open to members of the local bar.

## TEXAS

**AUSTIN** (512) 916-5205 FAX 916-5207

**Sue Creech, Librarian**

[sue\\_creech@ca5.uscourts.gov](mailto:sue_creech@ca5.uscourts.gov)

Homer Thornberry Judicial Building

903 San Jacinto Blvd, Room 347

Austin, Texas 78701

Serving Austin, Waco in the Western District of Texas and Lubbock and Amarillo in the Northern District of Texas.

Supervisor to all Western District of Texas libraries. Closed to the public.

**BEAUMONT** (409) 654-7028 FAX 654-6232

**Cristina Minter, Librarian**

[cristina\\_minter@ca5.uscourts.gov](mailto:cristina_minter@ca5.uscourts.gov)

Jack Brooks Federal Building

300 Willow Street, Room 201  
Beaumont, Texas 77701  
Serving all cities in the Eastern District of Texas. Closed to the public.

**EL PASO** (915) 834-0539 FAX 534-6719 (Mountain Time)  
**Rebecca Chamberlain, Librarian**  
[rebecca\\_chamberlain@ca5.uscourts.gov](mailto:rebecca_chamberlain@ca5.uscourts.gov)  
525 Magoffin Ave., Ste 4N81  
El Paso, TX 79901  
Serving El Paso, Midland, Alpine, and Pecos in the Western District of Texas.  
Closed to the public.

**HOUSTON** (713) 250-5696 FAX 250-5091  
**Tina Ting, Satellite Library Director**  
[tina\\_ting@ca5.uscourts.gov](mailto:tina_ting@ca5.uscourts.gov)  
**Emily Clement, Librarian**  
[emily\\_clement@ca5.uscourts.gov](mailto:emily_clement@ca5.uscourts.gov)  
**Andrew Jackson, Librarian**  
[andrew\\_b\\_jackson@ca5.uscourts.gov](mailto:andrew_b_jackson@ca5.uscourts.gov)  
515 Rusk Ave. Room 6311  
Houston, Texas 77002  
Serving all cities in the Southern District of Texas. Open to the public

**SAN ANTONIO** (210) 244-5199 FAX 472-6548  
**Jennifer Laws, Librarian**  
[jennifer\\_laws@ca5.uscourts.gov](mailto:jennifer_laws@ca5.uscourts.gov)  
John H. Wood, Jr. Federal Courthouse  
655 E. Durango Blvd. Room G-10  
San Antonio, TX 78206  
Serving San Antonio and Del Rio in the Western District of Texas. Open to members of the local bar and individuals representing themselves in federal court.